

DRAFT MINUTES/APPROVED

North Haven Memorial Library Board Meeting
Thursday, November 17, 2011

Minutes

Attendance: The meeting was called to order by Chairman Kaercher at 7:32pm.

Present: Sarah Aziz, Lois Baldini, Ruth Bryant, Patricia Dortenzio, John Graef, Erin MacDonnell, Peter McPhedran, Jeanne Saldanha.

Absent: Kimberly Carew, Michael Fletcher.

1. Phyllis Kaercher asked that the minutes of the September 15th meeting be accepted. J. Graef moved they be accepted, seconded by R. Bryant.
2. Phyllis Kaercher asked that the Financial Statement be accepted. Moved by R. Bryant, seconded by E. MacDonnell.
P. McPhedran asked about decisions involved in purchasing ebooks as opposed to hardcover copies of books. L. Baldini responded that the purchase of ebooks for Overdrive is made by LION. Board consensus was that there is still a strong audience for print copies of books.
L. Baldini expressed her dissatisfaction with LION during the recent storm. LION is headquartered in Middletown, which experienced a power outage. This meant that our Internet was down. No one was in the LION office during this time. She will address this issue at the next LION meeting.
3. Old Business: P. McPhedran asked about the recent personnel changes. Laurel Carino has replaced Rose Massari, and Kathryn Opalenik has been hired to fill the part-time position vacated by Laurel.
4. Director's Report:
L. Baldini reported that no damage was done to the building during the recent storm. However, the storm did underscore the need to repair the snow guards and gutters damaged by the snow last winter. Two roofing companies, Munger and Silktown, have looked at the roof, and will submit bids. First Selectman Freda has asked that they also spec out material to cover the roof surface which is peeling. L. Baldini reported that \$15,000 was held back from the original roof.

LEAP has not been dissolved. The three remaining towns should receive in excess of \$10,000. L. Baldini will ask that a separate account be established for those funds.

Contracts are still not in place for the librarians, supervisors, and clerical unions. A negotiating session is scheduled for the library union on November 29th.

We have yet to receive budget sheets for the coming fiscal year. We anticipate that there will be no increases. The budget will be due the first week in December. Capital requests will probably include a replacement print management system for the public computers. Board consensus is to request a percentage increase in the book account . The budget is to be presented to the Board of Finance in January.

L. Baldini presented statistics on library usage comparing this year against the previous year.

	2010-2011	2009-2010
Library visits	63,024	77,376
Registered borrowers	15,622	14,876
Computer use	19,760	20,089
Reference questions	13,676	16,900
Programs	349	295
Program attendance	5,860	5,925
ebooks	326 (June – October 2011)	

Ebook use has increased steadily since we began offering the service. Many people are having difficulty downloading ebooks from Overdrive. We now have a Kindle and a Nook, courtesy of publisher promotions. We will have a representative from Barnes and Noble meet with the staff on November 23rd to demonstrate the Nook for the staff. The representative will also present a program for the public at a time yet to be scheduled.

The next Board meeting will be January 19th. First Selectman Freda will be in attendance to organize the Board. Nominations and seconds for President, Vice-President, and Secretary will need to be presented.

Winning submissions in the Altered Book contest are on display in the case on Level 1. Other entries are displayed on Level 2.

P. Kaercher's term on the Board is up, and she will be leaving the Board. A suggested replacement is Paul Colella.

P. Kaercher said that she has enjoyed working with everyone and that it is time to move on. She expended her compliments to L. Baldini, P. Dortenzio, and the staff which she called “the greatest staff in the world.” She also praised the contributions of the North Haven Rotary and the Friends of the Library.

Other Business:

R. Bryant expressed her concern that Board minutes are not being made available in a timely fashion as required by statute. She said that the minutes should be available for public inspection within 48 hours of a meeting and available to Board members not later than 7 days. L. Baldini said that the minutes are available online. R. Bryant and several Board members expressed an interest in receiving minutes electronically. L. Baldini asked for email addresses so that this could be done.

J. Saldanha related an instance when she saw an individual viewing pornography on a library computer. She reported the incident after the fact by phone to P. Dortenzio.

L. Baldini said that when we are told that someone is violating our computer policy we will ban that person from using the computers. We need to be told as soon as these instances occur so that we can take the appropriate action.

5. The next scheduled meeting will be held on January 19th. The meeting adjourned at 8:30pm.